

Minutes of the Meeting
Kent Memorial Library Commission

September 8, 2015

Bob Brooks called the meeting to order at 7:05 PM.

I. Roll Call of Members

Present: Mike Alexopoulos	Robert "Bob" Brooks
Sam Coatti	Benito "JoJo" Cuevo
Rebecca "Becki" Fuller	Joan Greenfield
Joe Grimard	Kathie Harrington
Claire Kawalec	Chris Rago
Bruce Rietberg	Robert "Bob" White
Jackie Hemond – Library Director	

II. Public Participation None

III. Minutes

Motion to approve Minutes of June 9, 2015 with no changes made by Bob White. Seconded by Claire Kawalec. Passed unanimously.

IV. Communications Received

- Email from Jackie Hemond re PBC (Permanent Building Committee) meeting. Various errors and delays, mostly regarding PCB contamination outside (now cleaned up) and inside the building. Partial cause seems to be previous wood floors with PCBs, so likely all wood floors need to be removed and replaced. With PCB's, glass railings replaced, etc. the \$300k contingency fund now totally used up, and still more shortfalls to be done. Could require \$100k+ more for contingency to complete cleanup and oversights. Source of these funds unknown.
- A visit was scheduled with Joe Sangiovanni to discuss the above, but he was not able to attend.

V. Report of the Director

- (a) two part-time people hired for Circulation Desk, and are working well.
- (b) prev. employee Dorian's position (Head of Technical Services) still vacant, but present part-time employee has applied and has proven very capable covering this area temporarily. Hoping to successfully hire her full time.
- (c) Sue Mack, who is ill, decided to retire as at August 28, 2015. Lois and others have been covering the Reference/ILL (Inter-Library Loan) position over Sue's long illness. Hoping to find qualified candidate.
- (d) Friends Book Sale to be at Sacred Heart Church this year during SOG
- (e) Grants to cover new shelving for Historical Room will fall short of need

- (f) With cost over-runs in construction far higher than our contingency, we will have to use present furniture (though very old and worn) in new building. Hopefully we may have funds at the end, or maybe Foundation will be able to have a fundraiser.

VI. Standing Committees Reports

- Kathie Harrington was gratefully accepted to join the Policy and Technology Committee with Bob White and Bruce Rietberg

VII. Special Committees Reports

- Finance Committee – Claire Kawalek advised our brokers are continuing to reposition our portfolio. However, with the recent fluctuations in the market, and the anticipated need for further contingency funds for building, Claire will ask if they can attend our next meeting to update us.

VIII. Unfinished Business

- Discussion of proposed amendments to guidelines and policies – postponed to next meeting.

IX. New and Miscellaneous Business

- Fiber Optic Cable proposal – we received a copy of a quote (via Dan Beadoin of IT in Town Hall) from Amp Electrical, Inc. dated Aug. 27, 2015 to install fiber optic cable from Town Hall to the library. The amount is much more than anticipated, and does not include some other sundry items such as Police coverage. Also, the price is for the full 96 strand cable all the way from Town Hall, rather than just the 12 strands for the library and what is in the library building. Bruce Rietberg is waiting for a return call from Paul Rosa, V-P of Amp, to clarify some questions about this, and will also speak with Dan.
- John Cloonan of the Town, sent an email to explain that the Town has already installed and paid for the conduit under Rte 75 to the Library, as well as a place for a new conduit in the library, so that all is ready for the fiber optic cable to be “installed”.

X. Adjournment

Bob Brooks adjourned the meeting at 8:10 PM.

The next meeting will be October 13, 2015.

Respectfully submitted,

Bruce Rietberg
Secretary
September 8, 2015

Future 2015 Meetings : November 10th + Financial Meeting in December.